

Subject: RE: North Hollywood BID Corp. - Contract Duplicate originals needed

From:

Date: 06/16/2016 01:19 PM

To: "Avak Sarafian" <avak.sarafian@lacity.org>

Thanks.

Aaron Aulenta
Urban Place Consulting Group
aaron@urbanplaceconsulting.com

----- Original Message -----

Subject: Re: North Hollywood BID Corp. - Contract Duplicate originals needed

From: Avak Sarafian <avak.sarafian@lacity.org>

Date: Thu, June 16, 2016 1:18 pm

To: Aaron Aulenta <aaron@urbanplaceconsulting.com>

Good Afternoon Aaron,

Please leave the contract number blank, I will fill that in after the contract is executed. Contracts receive numbers only after they have been signed by all of the parties to the contract.

Thanks,
Avak S.
(213) 978-1087

On Thu, Jun 16, 2016 at 1:14 PM, <aaron@urbanplaceconsulting.com> wrote:

Avak,

I found the sample so no need to send.
What I do need for the letter is the contract #.

Thanks.

Aaron

----- Original Message -----

Subject: Re: North Hollywood BID Corp. - Contract Duplicate originals needed

From: Avak Sarafian <avak.sarafian@lacity.org>

Date: Thu, June 16, 2016 11:46 am

To: Aaron Aulenta <aaron@urbanplaceconsulting.com>

Hi Aaron,

We need the original to process payment. If you need Attachment A sent to you again, I can email it.

Thanks,
Avak S.

On Thu, Jun 16, 2016 at 11:39 AM, <aaron@urbanplaceconsulting.com> wrote:

Can I email that to you?

I'll work on it right now.

Aaron

----- Original Message -----

Subject: Re: North Hollywood BID Corp. - Contract Duplicate originals needed

From: Avak Sarafian <avak.sarafian@lacity.org>

Date: Thu, June 16, 2016 11:37 am

To: Aaron Aulenta <aaron@urbanplaceconsulting.com>

Good Morning Aaron,

Payment of the first advance of \$3,000 can be made only after your organization submits a Request for Payment in a

form substantially similar to Attachment A. Attachment A was one of the documents mailed to your attention on 05/17/16.

Thanks,
Avak S.
[\(213\) 978-1087](tel:(213)978-1087)

On Thu, Jun 16, 2016 at 11:32 AM, <aaron@urbanplaceconsulting.com> wrote:
Great. Keep me updated, especially when the first check is released.

Aaron

----- Original Message -----

Subject: Re: North Hollywood BID Corp. - Contract Duplicate originals needed
From: Avak Sarafian <avak.sarafian@lacity.org>
Date: Thu, June 16, 2016 11:22 am
To: Aaron Aulenta <aaron@urbanplaceconsulting.com>

Good Morning Aaron,

Yes. I received the signed copies, delivered them to the City Attorney, obtained her approval, and earlier today delivered them to CD2 for approval by CM Krekorian.

Thanks,
Avak S.
[\(213\) 978-1087](tel:(213)978-1087)

On Thu, Jun 16, 2016 at 11:20 AM, <aaron@urbanplaceconsulting.com> wrote:
Hi Avak,

Just wanted to make sure you received the signed copies of the contract yesterday?

Thanks,
Aaron

----- Original Message -----

Subject: Re: North Hollywood BID Corp. - Contract Duplicate originals needed
From: Avak Sarafian <avak.sarafian@lacity.org>
Date: Tue, June 14, 2016 8:30 am
To: Aaron Aulenta <aaron@urbanplaceconsulting.com>

Good Morning Aaron.

Thanks. I will be here on Wednesday. We will need to get it through the City Attorney, Councilmember Krekorian, and the Controller before 06/24/16 to meet Controller fiscal year end deadlines.

Thanks,
Avak S.
[\(213\) 978-1087](tel:(213)978-1087)

On Mon, Jun 13, 2016 at 4:57 PM, <aaron@urbanplaceconsulting.com> wrote:
Hi Avak,

Contract is signed and I'll be hand delivering on Wednesday.

Aaron

----- Original Message -----

Subject: Re: North Hollywood BID Corp. - Contract Duplicate originals needed
From: Avak Sarafian <avak.sarafian@lacity.org>
Date: Wed, June 08, 2016 12:40 pm
To: Aaron Aulenta <aaron@urbanplaceconsulting.com>

Hi Aaron,

OK. Thanks for letting me know. Please be sure to submit it sometime between now and next week. The earlier - the better.

Avak S.
(213) 978-1087

On Wed, Jun 8, 2016 at 12:08 PM, Aaron Aulenta
<aaron@urbanplaceconsulting.com> wrote:

Hi,

I'm still one signature and contract review short after my meeting, so I won't be dropping it off today.

Aaron

On Jun 8, 2016, at 9:00 AM, Avak Sarafian <avak.sarafian@lacity.org> wrote:

Good Morning Aaron,

The contract must still be reviewed by the City Attorney and by Council District 2. Then it goes to the Controller. The payment is processed in 4 steps. Based on these remaining steps, it's hard to say when the check will arrive. However, it should be no later than June 24 when the Controller shuts the payment system until July 1.

Thanks,
Avak S.
(213) 978-1087

On Wed, Jun 8, 2016 at 8:55 AM, Aaron Aulenta
<aaron@urbanplaceconsulting.com> wrote:

Thanks. How soon would you anticipate us receiving it once we return the contract?

On Jun 8, 2016, at 8:13 AM, Avak Sarafian
<avak.sarafian@lacity.org> wrote:

Good Morning Aaron,

The first request for advance payment must be in an amount not to exceed \$3,000.

Thanks,
Avak S.
(213) 978-1087

On Tue, Jun 7, 2016 at 7:08 PM,
<aaron@urbanplaceconsulting.com> wrote:

Hi Avak,

I'll be by your office tomorrow afternoon with the signed agreements.

Regarding the advance payment request, how does it work?

Do I submit a request for the entire \$5,790.59?

Thanks,
Aaron

----- Original Message -----

Subject: Re: North Hollywood BID Corp. -
Contract Duplicate originals
needed
From: Avak Sarafian
<avak.sarafian@lacity.org>
Date: Fri, June 03, 2016 9:55 am
To: aaron@urbanplaceconsulting.com

Good Morning Aaron,

I am located in Room 224 of City Hall.
That's our front desk, located on the 2nd
floor of City Hall on the Temple Street side

of the building. After you exit the elevators, walk towards the Spring Street side and turn right into the long hallway. Walk all the way to the end towards the Temple Street side and turn left. Rm 224 will be on your right.

Thanks,
Avak S.
[\(213\) 978-1087](tel:(213)978-1087)

On Fri, Jun 3, 2016 at 9:52 AM,
<aaron@urbanplaceconsulting.com> wrote:
Great! Just picked up your voicemail and was going to call you back, but email is faster.

Will have the 3 duplicate contracts signed next Wednesday after a board meeting and I'll likely hand deliver to your office. Where are you located in City Hall?

Thanks,
Aaron

Aaron Aulenta
NoHo BID
aaron@urbanplaceconsulting.com

----- Original Message -----
Subject: North Hollywood BID
Corp. - Contract Duplicate
originals needed
From: Avak Sarafian
<avak.sarafian@lacity.org>
Date: Fri, June 03, 2016 9:50
am
To:
aaron@urbanplaceconsulting.com

Good Morning Aaron,

The Department of Public Works - Contract Administration has reviewed and approved contract ordinance documents that your organization submitted to the LABAVN system. In addition, proof of insurance is on file in the track4la system.

Please be sure to deliver the three contract duplicates, each signed by two officers of your organization as soon as possible so that our Office can move forward with the contract execution process.

Thanks,
Avak S.
[\(213\) 978-1087](tel:(213)978-1087)

